

**15 April 2000**



**Aerospace Medicine**

**OCCUPATIONAL HEALTH PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the AFDPO/PP WWW site at:  
<http://afpubs.hq.af.mil>.

---

OPR: 62 MDOS/SGOAM  
(Lt Col Donna M. Johnson-Bacon)  
Supersedes 62 AWI 48-2, 30 October 1995

Certified by: 62 MDG/CC  
(Col Suzanne R. Hansen)  
Pages: 8  
Distribution: F

---

This instruction establishes responsibilities and procedures for conducting occupational health programs at McChord AFB. It summarizes occupational health requirements found in AFI 44-102, Community Health Management and is consistent with the Air Force Safety and Health Standards (AFOSH STD) 48-19, Hazardous Noise Program; 161-8, Controlling Exposures to Hazardous Materials and 161-20, Hearing Conservation Program. This instruction applies to all agencies or attached to McChord AFB.

**1. References :**

- 1.1. AFI 44-102, Community Health Management
- 1.2. AFI 91-301, Air Force Occupational Environmental Safety, Fire Protection and Health (AFOSH Program)
- 1.3. AFOSH Standard 48-19, Hazardous Noise Program
- 1.4. AFOSH Standard 161-20, Hearing Conservation Program

**2. GENERAL:** Occupational health examinations are provided to military and civilian personnel working in areas designated by the Aeromedical Council as being potentially hazardous to health. Tests needed to detect harmful effects from a known or potential hazard in the work environment are accomplished.

**3. Definition of Terms:**

- 3.1. Pre-placement Examinations. These examinations are designed to assess the physical capabilities and limitations in relation to job requirements. Pre-placement examinations are given **before** employment to document baseline data for use in future medical evaluations.

3.2. Audiometric Examinations. A hearing test given to personnel performing duties in designated noise hazard areas. These audiograms are: pre-placement (reference), annual and on termination of service/employment. When necessary, additional follow-up audiograms and (or) medical examinations may be required.

3.3. Pre-placement (reference) Audiograms. These must be done on all employees in hazardous noise jobs within 30 days of assignment. Individuals scheduled for reference hearing tests must be kept out of loud noise for at least 15 hours before the test. Individuals scheduled for follow-up tests may do their normal job with proper hearing protection, unless otherwise notified.

3.4. H-1 Profile Hearing Standards. All individuals must have an H-1 profile for employment in a potentially hazardous noise workplace. Civilian and military applicants for these occupational categories who do not meet the H-1 profile will be considered for waiver following a detailed evaluation by an Air Force or civilian audiologist. H-1 profile is defined as follows: the audiometric threshold for each of the frequencies of 500, 1000 and 2000 Hz must not exceed 25dB. In addition, the total or sum of the audiometric threshold at the frequencies of 3000, 4000 and 6000 Hz for both ears must not exceed a total of 270dB.

3.5. Special Purpose Occupational Health Examinations. These are done at specified times (pre-placement, periodic and termination) to evaluate the health effects of work exposures. The scope and frequency are determined by the Aeromedical Council with consideration of exposure factors, regulatory guidance and professional review. Test requirements are based on industrial hygiene surveillance evaluations and (or) the findings of previous medical examinations.

3.6. Termination Occupational Health Examinations. Examinations done upon separation of that employee from that workplace which is identified as a shop receiving occupational examinations. The Public Health Master Occupational Health Exam Coding List identifies workplaces, which receive occupational health exams. Termination occupational health examinations are offered to all civilian employees who are assigned to workplaces, which receive occupational health exams. The termination exams will be performed by the 62d Medical Group, and are to be completed within 90 days of date of separation; i.e., retirement, separation, permanent change of assignment (PCA). Active duty military, assigned to a workplace which receive occupational health exams, will be required to receive termination exams upon retirement, separation, PCS, or PCA.

3.7. Occupational Health Monitors. These are individuals designed by the unit commander to monitor the Occupational Health Program for their shop. They monitor and coordinate procedures necessary to implement the Occupational Health Program and ensure all members in their area receive occupational health examinations. ([Attachment 1](#))

3.8. Pregnancy Interviews. Interviews are accomplished for both military and civilian personnel to help determine the possible effects of workplace exposure on the fetus or the mother. Recommendations for duty restrictions are based on information provided by the employee, her supervisor, review of the Supplemental Industrial Case File (if applicable) and consultation with Bioenvironmental Engineering.

3.9. Occupational Exposure Limit (OEL). Airborne concentrations of substances that represent conditions under which it is believed that nearly all workers may be repeatedly exposed day after day without adverse effect.

3.10. Action Level. A time weighted average concentration of which occupationally exposed individuals will start receiving occupational health exams, unless otherwise specified.

3.11. Hazardous Noise Area. A work area where the weighted sound level (continuous or intermittent) is greater than 85dB; a work area where the peak sound pressure level (impulse or impact noise) exceeds 140dB.

#### 4. Procedures and Responsibilities:

##### 4.1. Public Health will:

4.1.1. Provide technical assistance and consultation to shops in the development of occupational health training programs.

4.1.2. Visit areas, at least annually, where employees are required to receive occupational health examinations.

4.1.3. Interview pregnant workers to identify whether a potential workplace hazard exists.

4.1.4. Be the point of contact for individuals/organizations who experience problems or have questions concerning occupational health programs.

##### 4.2. Bioenvironmental Engineering Services will:

4.2.1. Perform baseline, annual and special workplace surveys, and report their findings to the workplace supervisor and Public Health. The reports will identify both measures exposure concentration and personal protective equipment requirements.

4.2.2. Perform annual industrial workplace evaluations to validate and update data collected during the baseline study and send a written report back to the workplace shop supervisor outlining their findings.

4.2.3. Identify all tasks where chemical/physical exposures are above the action level and (or) OEL, and report their findings to the workplace shop supervisor and to the Aeromedical Council.

4.2.4. Conduct special evaluations to investigate health hazards associated with identified occupational illness when requested (**in writing**) by an organization commander, a supervisor, an employee representative, or employee; or as a result of findings during an annual workplace evaluation.

##### 4.3. Physical Exams will:

4.3.1. Schedule occupational exams using Periodic Health Assessment (PHA) standards. Individuals will be notified when to schedule their exams through TRICARE 2-3 month prior to their birth month.

4.3.2. Provide unit commanders with names of individuals who fail to show for scheduled appointment.

4.3.3. Provide pregnant active duty Air Force members and their supervisors with an AF Form 422, Physical Profile Serial Report, detailing duty restrictions. ([Attachment 2](#))

##### 4.4. Unit Commanders will:

4.4.1. Designate, by letter of appointment, a primary and alternate Shop Occupational Health Monitor (see [Attachment 3](#)). Information required in the letter: Name, rank, duty phone, duty location and office symbol. Address letter to 62 MDOS/SGOAM. Update these letters as changes

occur. Send newly assigned monitors to Public Health (Building 160, Room 105) for an orientation briefing.

4.4.2. Ensure all assigned personnel are scheduled for and attend occupational health examinations (pre-placement, periodic and termination) before, during and at the end of performing duties in hazardous areas.

4.4.3. Ensure all individuals requiring termination/separation or retirement occupational health examinations are identified and scheduled to determine any physical changes from previous exams.

4.4.3.1. Military. Notification for termination occupational health examinations are generated by the Military Personnel Flight/Personal Data System.

4.4.3.2. Civilian. Notification for termination occupational health examinations for required workplaces for civilian employees must be accomplished by the individual's supervisor. The supervisor must make arrangements for the physical as soon as notification of termination is given by the employee.

4.4.4. Ensure that all noise-free duty or other medical instructions are strictly followed.

4.5. Supervisor will:

4.5.1. Inform workers of potential hazards in the work environment as required by AFI 91-301, Air Force Occupational and Environmental Safety, Fire Protection and Health (AFOSH) Program. It is particularly important that female employees in designated potentially hazardous workplaces understand the necessity of confirming suspected pregnancies before the second missed menstrual cycle.

4.5.2. Provide work statement information to Public Health personnel via telephonic interview when a member of that workplace becomes pregnant. This information describing the patient's work environment will include specific duties and physical requirements of the individual's position.

4.5.3. Ensure training is given in the use of personal protective equipment (ear plugs, muffs, respirators, gloves, aprons, etc) and avoidance of handling of job-related health hazards and documented as outlined in AFI 91-301.

4.5.4. Provide the employees with required protective equipment (ear plugs are issued by Public Health) and ensure they use and wear protective equipment as required.

4.5.5. Inform Bioenvironmental Engineering (in writing) of any operation suspected of being potentially hazardous and when existing potentially hazardous operations are moved or appreciably changed.

4.5.6. Ensure protection of monitoring equipment used to collect environmental data in workplaces.

4.6. Personnel Systems Management (PSM) will:

4.6.1. Ensure the medical interface from Table 7 is running monthly.

4.6.2. Provide Public Health with a hard copy of an organizational structure code master listing. The listing will include all personnel assigned to McChord AFB.

4.7. Civilian Personnel Flight (CPF) will:

4.7.1. Ensure employees working in potentially hazardous workplaces receive pre-placement occupational health examination before beginning work. The individual's Standard Form 78, Certificate of Medical Examination, will be annotated with:

4.7.1.1. The names of the gaining organization and workcenter. The requirement for occupational health examinations, as shown on the sample SF 78 (see [Attachment 3](#)), for any individual being assigned to duty in a workplace on the Occupational Health Program. NOTE: It is extremely important to add additional requirements for pre-placement exams in Part B, Section 4 of the SF 78.

4.7.2. At the beginning of each month, provide Public Health with a monthly roster via e-mail of personnel assigned to McChord AFB. This roster will identify all employees (old and new) assigned to workplaces for the current month.

SUZANNE R. HANSEN, Col, USAF, NC  
Commander, 62d Medical Group

## Attachment 1

## SAMPLE LETTER DESIGNATING SHOP OCCUPATIONAL HEALTH MONITORS

(Current Date)

MEMORANDUM FOR 62 MDOS/SGOAM

FROM: (Your Organization/Office Symbol)  
(Shop Name)

SUBJECT: Shop Occupational Health Monitors

The following personnel are designated Shop Occupational Health Monitors in accordance with 62 AWI 48-2. They have been instructed to report to Public Health for a briefing on the duties involved with the Shop Occupational health Program for McChord AFB.

<u>Symbol</u>	<u>Name</u>	<u>Grade</u>	<u>Duty Phone</u>	<u>Duty Location</u>	<u>Office</u>
---------------	-------------	--------------	-------------------	----------------------	---------------

Primary:

Alternate:

(Signature Block)

## Attachment 2

## AF FORM 422, PHYSICAL PROFILE SERIAL REPORT

PHYSICAL PROFILE SERIAL REPORT											
PATIENT ID (Use plastic card or type/print name)						GRADE		DATE			
						AFSC		SSN			
						UNIT					
						BASE					
PROFILE	P	U	L	H	E	S	SUFFIX	BLOOD GROUP DATA			
PREVIOUS								TYPE AND RH			
REVISED TEMPORARY								G6PD		DEFICIENCY <input type="checkbox"/> NO <input type="checkbox"/> YES	
REVISED PERMANENT								HEMOGLOBIN-S		<input type="checkbox"/> NO <input type="checkbox"/> YES	
RELEASE DATE OF TEMPORARY PROFILE OR DUTY RESTRICTION						WORLD-WIDE QUALIFIED <input type="checkbox"/> YES <input type="checkbox"/> NO					
INDIVIDUAL DEFECTS/RESTRICTIONS						PASSES COLOR VISION <input type="checkbox"/> YES <input type="checkbox"/> NO					
MEDICAL DEFECT/CONDITION REQUIRES MED OR PEB PROCESSING. ASSIGNMENT AVAILABILITY CODE (AAC) 37 APPLIES.											
<i>As shown by examination or review of Health Record or current course of treatment, individual is cleared for</i>											
OVERSEASE ASSIGNMENT						RETIREMENT/SEPARATION WITHIN ONE (1) YEAR					
REMOBE/ISOLATED TOUR						OTHER (Specify)					
REMARKS											
TYPED OR PRINTED NAME AND GRADE OF HEALTH CARE PROVIDER								SIGNATURE			
TYPED OR PRINTED NAME AND GRADE OF PES MANAGER								SIGNATURE			
TYPED OR PRINTED NAME AND GRADE OF PRIFILE OFFICER								SIGNATURE			
DPMUO	DPMUM	DPMUS	MPOMPC	DPMAR							

## Attachment 3

## SAMPLE SF 78, CERTIFICATE OF MEDICAL EXAMINATION

## SAMPLE SF 78, CERTIFICATION OF MEDICAL EXAMINATION

1. NAME (last, first middle). MASON, JAMES D.	2. SOCIAL SECURITY ACCOUNT NO. 123   45   6789	3. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	4. DATE OF BIRTH 5 FEB 55
5. DO YOU HAVE ANY MEDICAL DISORDER OR PHYSICAL IMPAIRMENT WHICH WOULD INTERFERE IN ANY WAY WITH THE FULL PERFORMANCE OF THE DUTIES SHOWN BELOW?  <input type="checkbox"/> YES <input type="checkbox"/> NO  (If your answer is YES explain fully to the physician performing the examination))		6. I CERTIFY THAT ALL THE INFORMATION GIVEN BY ME IN CONNECTION WITH THIS EXAMINATION IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.  _____ (signature of applicant)	

## Part A. TO BE COMPLETED BY APPLICANT OR EMPLOYEE (typewrite or print in ink)

1. PURPOSE OF EXAMINATION <input type="checkbox"/> PREAPPOINTMENT <input type="checkbox"/> OTHER (specify)	2. POSITION TITLE ENTOMOLOGY																																																																					
3. BRIEF DESCRIPTION OF WHAT POSITION REQUIRES EMPLOYEE TO DO Provide pest management services to the installation. Duties include mixing and application of various herbicides, fungicides, insecticides and rodenticides. Respiratory protection is used. Skin absorption of pesticides is a hazard. Personnel are exposed to hazardous noise generated by shop equipment.																																																																						
4. Circle the number preceding <i>each</i> functional requirement and <i>each</i> environmental factor essential to the duties of this position. List any additional essential factors in the blank spaces. Also, if the position involves law enforcement, air traffic control, or fire fighting, attach the specific medical standards for the information of the examining physician.																																																																						
<p><b>A. FUNCTIONAL REQUIREMENTS</b></p> <table border="0"> <tr> <td>1. Heavy lifting, 45 pounds and over</td> <td>15. Crawling (    hours)</td> <td>25. Far vision correctable in one eye to 20 / 20 and to 20 / 40 in the other</td> </tr> <tr> <td>(2) Moderate lifting, 15-44 pounds</td> <td>16. Kneeling (    hours)</td> <td>26. Far vision correctable in one eye to 20 / 50 and to 20 / 100 in the other</td> </tr> <tr> <td>3. Light lifting, under 15 pounds</td> <td>17. Repeated bending (    hours)</td> <td>27. Specify visual requirements (specify)</td> </tr> <tr> <td>4. Heavy carrying, 45 pounds and over</td> <td>18. Climbing, legs only (    hours)</td> <td>28. Both eye required</td> </tr> <tr> <td>5. Moderate carrying, 15-44 pounds</td> <td>19. Climbing, use of legs and arms</td> <td>29. Depth perception</td> </tr> <tr> <td>6. Light carrying, under 15 pounds</td> <td>20. Both legs required</td> <td>30. Ability to distinguish basic colors</td> </tr> <tr> <td>7. Straight pulling (    hours)</td> <td>21. Operation of crane, truck, tractor or motor vehicle</td> <td>31. Ability to distinguish shades of colors</td> </tr> <tr> <td>8. Pulling hand over hand (    hours)</td> <td>(22). Ability for rapid mental and muscular coordination simultaneously</td> <td>32. Hearing (aid permitted)</td> </tr> <tr> <td>9. Pulling (    hours)</td> <td>23. Ability to use and desirability of using firearms</td> <td>(33). Hearing without aid</td> </tr> <tr> <td>(10). Reaching above shoulder</td> <td>24. Near vision correctable at 13" to 16" to Jaeger 1 to 4</td> <td>(34). Specific hearing requirements (specify) H-1</td> </tr> <tr> <td>(11). Use of fingers</td> <td></td> <td>(35). Other (specify)</td> </tr> <tr> <td>(12). Both hands required</td> <td></td> <td>Ability to wear respirator (physical/mental)</td> </tr> <tr> <td>13. Walking (    hours)</td> <td></td> <td></td> </tr> </table> <p><b>B. ENVIRONMENTAL FACTORS</b></p> <table border="0"> <tr> <td>1. Outside</td> <td>11. Silica, asbestos, etc</td> <td>20. Working on ladders or scaffolding</td> </tr> <tr> <td>2. Outside and inside</td> <td>12. Fumes, smoke or gases</td> <td>21. Working below ground</td> </tr> <tr> <td>3. Excessive heat</td> <td>13. Solvents (degreasing agents)</td> <td>22. Unusual fatigue factors (specify)</td> </tr> <tr> <td>4. Excessive cold</td> <td>14. Grease and oils</td> <td>23. Working with hand in water</td> </tr> <tr> <td>5. Excessive humidity</td> <td>15. Radiant energy</td> <td>24. Explosives</td> </tr> <tr> <td>6. Excessive dampness or chilling</td> <td>16. Electrical energy</td> <td>25. Vibrations</td> </tr> <tr> <td>7. Dry atmospheric conditions</td> <td>17. Slippery or uneven walking surfaces</td> <td>26. Working closely with others</td> </tr> <tr> <td>(8.) Excessive noise, intermittent</td> <td>18. Working around machinery with moving parts</td> <td>27. Working alone</td> </tr> <tr> <td>9. Constant noise</td> <td>19. Working around moving objects or vehicles</td> <td>28. Protracted or irregular hours of work</td> </tr> <tr> <td></td> <td></td> <td>29. Other (specify)</td> </tr> </table>		1. Heavy lifting, 45 pounds and over	15. Crawling (    hours)	25. Far vision correctable in one eye to 20 / 20 and to 20 / 40 in the other	(2) Moderate lifting, 15-44 pounds	16. Kneeling (    hours)	26. Far vision correctable in one eye to 20 / 50 and to 20 / 100 in the other	3. Light lifting, under 15 pounds	17. Repeated bending (    hours)	27. Specify visual requirements (specify)	4. Heavy carrying, 45 pounds and over	18. Climbing, legs only (    hours)	28. Both eye required	5. Moderate carrying, 15-44 pounds	19. Climbing, use of legs and arms	29. Depth perception	6. Light carrying, under 15 pounds	20. Both legs required	30. Ability to distinguish basic colors	7. Straight pulling (    hours)	21. Operation of crane, truck, tractor or motor vehicle	31. Ability to distinguish shades of colors	8. Pulling hand over hand (    hours)	(22). Ability for rapid mental and muscular coordination simultaneously	32. Hearing (aid permitted)	9. Pulling (    hours)	23. Ability to use and desirability of using firearms	(33). Hearing without aid	(10). Reaching above shoulder	24. Near vision correctable at 13" to 16" to Jaeger 1 to 4	(34). Specific hearing requirements (specify) H-1	(11). Use of fingers		(35). Other (specify)	(12). Both hands required		Ability to wear respirator (physical/mental)	13. Walking (    hours)			1. Outside	11. Silica, asbestos, etc	20. Working on ladders or scaffolding	2. Outside and inside	12. Fumes, smoke or gases	21. Working below ground	3. Excessive heat	13. Solvents (degreasing agents)	22. Unusual fatigue factors (specify)	4. Excessive cold	14. Grease and oils	23. Working with hand in water	5. Excessive humidity	15. Radiant energy	24. Explosives	6. Excessive dampness or chilling	16. Electrical energy	25. Vibrations	7. Dry atmospheric conditions	17. Slippery or uneven walking surfaces	26. Working closely with others	(8.) Excessive noise, intermittent	18. Working around machinery with moving parts	27. Working alone	9. Constant noise	19. Working around moving objects or vehicles	28. Protracted or irregular hours of work			29. Other (specify)
1. Heavy lifting, 45 pounds and over	15. Crawling (    hours)	25. Far vision correctable in one eye to 20 / 20 and to 20 / 40 in the other																																																																				
(2) Moderate lifting, 15-44 pounds	16. Kneeling (    hours)	26. Far vision correctable in one eye to 20 / 50 and to 20 / 100 in the other																																																																				
3. Light lifting, under 15 pounds	17. Repeated bending (    hours)	27. Specify visual requirements (specify)																																																																				
4. Heavy carrying, 45 pounds and over	18. Climbing, legs only (    hours)	28. Both eye required																																																																				
5. Moderate carrying, 15-44 pounds	19. Climbing, use of legs and arms	29. Depth perception																																																																				
6. Light carrying, under 15 pounds	20. Both legs required	30. Ability to distinguish basic colors																																																																				
7. Straight pulling (    hours)	21. Operation of crane, truck, tractor or motor vehicle	31. Ability to distinguish shades of colors																																																																				
8. Pulling hand over hand (    hours)	(22). Ability for rapid mental and muscular coordination simultaneously	32. Hearing (aid permitted)																																																																				
9. Pulling (    hours)	23. Ability to use and desirability of using firearms	(33). Hearing without aid																																																																				
(10). Reaching above shoulder	24. Near vision correctable at 13" to 16" to Jaeger 1 to 4	(34). Specific hearing requirements (specify) H-1																																																																				
(11). Use of fingers		(35). Other (specify)																																																																				
(12). Both hands required		Ability to wear respirator (physical/mental)																																																																				
13. Walking (    hours)																																																																						
1. Outside	11. Silica, asbestos, etc	20. Working on ladders or scaffolding																																																																				
2. Outside and inside	12. Fumes, smoke or gases	21. Working below ground																																																																				
3. Excessive heat	13. Solvents (degreasing agents)	22. Unusual fatigue factors (specify)																																																																				
4. Excessive cold	14. Grease and oils	23. Working with hand in water																																																																				
5. Excessive humidity	15. Radiant energy	24. Explosives																																																																				
6. Excessive dampness or chilling	16. Electrical energy	25. Vibrations																																																																				
7. Dry atmospheric conditions	17. Slippery or uneven walking surfaces	26. Working closely with others																																																																				
(8.) Excessive noise, intermittent	18. Working around machinery with moving parts	27. Working alone																																																																				
9. Constant noise	19. Working around moving objects or vehicles	28. Protracted or irregular hours of work																																																																				
		29. Other (specify)																																																																				

## Part C. TO BE COMPLETED BY EXAMINING PHYSICIAN

1. EXAMINING PHYSICIAN'S NAME (type or print)	3. SIGNATURE OF EXAMINING PHYSICIAN _____ (signature) (date)
2. ADDRESS (including ZIP Code)	IMPORTANT: After signing, return the entire form intact in the pre-addressed "Confidential Medical" envelope which the person you examined gave you.